

Note: The Asbestos Control Program (Program) is providing the following draft version of the Program rules that are effective on June 23, 2006. The official version of the Program rules will not be available from the Secretary of State until October or November.

The content of the following rules will not substantively change. However, the official version could have minor differences in grammar, punctuation, or rule numbering.

The draft rules provide as follows:

17.74.301 APPLICABILITY AND PURPOSE (1) Except as otherwise specifically provided, this subchapter applies to all persons or entities engaged in an asbestos-related occupation, persons in charge of asbestos abatement projects, and persons who offer course work for accreditation of persons engaged in asbestos abatement projects.

(2) The purpose of these rules is to regulate and establish criteria for asbestos abatement practices and to require state-wide standards for accreditation of persons in asbestos-type occupations, for approval of course work, and for a fee and permit system.

17.74.303 EXCLUSIONS (1) A private homeowner conducting, on his own, an asbestos abatement project in his/her private residence where the sole use of such residence is as the homeowner's domicile, is not subject to the provisions of this subchapter during the period that asbestos-containing material is present on the homeowner's private property and the homeowner controls or maintains the asbestos-containing material.

(2) A private homeowner as described in (1) of this rule is subject to state and federal requirements for proper packaging, transport, and delivery to an approved asbestos disposal facility of asbestos containing material.

(3) A private homeowner as described in (1) of this rule must use an accredited asbestos abatement worker or an accredited asbestos abatement contractor or accredited asbestos abatement supervisor to perform the transportation and disposal operations described in (2) of this rule.

(4) A private homeowner as described in (1) of this rule must obtain an asbestos abatement project permit from the department for transportation and disposal operations as described in (2) of this rule.

17.74.343 RECIPROCITY (1) The department may accredit a person in an asbestos related occupation who is accredited in another state. Upon receipt of an application for accreditation based upon accreditation requirements of the state where the applicant is accredited, the department shall evaluate the requirements for accreditation of the other state, and accredit the person if the requirements in the other state are at least as stringent as the accreditation requirements under this subchapter.

17.74.350 INCORPORATION BY REFERENCE -- PUBLICATION

DATES (1) Unless expressly provided otherwise, whenever there is a reference in this subchapter to:

(a) a federal regulation, the reference is to the July 1, 2005, edition of the Code of Federal Regulations (CFR);

(b) a section of the United States Code (USC), the reference is to the 2000 edition of the USC and Supplement III (2003); or

(c) a section of the Montana Code Annotated (MCA), the reference is to the 2005 edition of the MCA.

17.74.351 INCORPORATION BY REFERENCE (1) For the purposes of

this subchapter, the department adopts and incorporates by reference:

(a) 40 CFR 61, subparts A and M, pertaining to national emission standards for hazardous air pollutants (NESHAPs) for asbestos, with the following exception:

(i) 40 CFR 61.145(a)(2) is not incorporated by reference.

(b) National Institute of Occupational Safety and Health (NIOSH) Manual of Analytical Methods, fourth edition, August 1994, which contains a description of the 7400 Analytical Method for detecting asbestos and other fibers by phase contrast microscopy (PCM) and a description of the 7402 Analytical Method for detecting asbestos by transmission electron microscopy (TEM);

(c) Montana Asbestos Work Practices and Procedures Manual (2005).

(2) Copies of these materials may be obtained from the Department of Environmental Quality, 1520 E. Sixth Avenue, PO Box 200901, Helena, MT 59620-0901. Copies of the CFR are available from the Superintendent of Documents, Government Printing Office, Washington, D.C. 20402, (202) 512-1800. The CFR can also be accessed electronically at www.gpoaccess.gov/cfr/index.html.

17.74.352 DEFINITIONS For purposes of this subchapter the following definitions apply:

(1) "Approved asbestos disposal facility" means a licensed Class II landfill as described in ARM 17.50.504.

(2) "Asbestos-containing material" or "ACM" means any material containing more than 1% asbestos.

(3) "Asbestos inspector" means any person who inspects a facility for the presence of asbestos-containing material.

(4) "Asbestos management planner" means any person who develops plans for the management of asbestos-containing material.

(5) "Asbestos project" has the meaning given in 75-2-502(3), MCA. "Pipe," as the term is used in this definition and 75-2-503(3), MCA, includes any coating or wrap made of regulated asbestos-containing material that partially or wholly covers the inner or outer surface of the pipe.

(6) "Asbestos project contractor" means any person who contracts to perform an asbestos project for another person.

(7) "Asbestos project contractor/supervisor" means a person who

provides supervision and/or direction to workers engaged in an asbestos project.

(8) "Asbestos project designer" means a person who develops the plans, specifications, and/or designs for an asbestos project.

(9) "Asbestos project worker" means any person other than those listed in (4) and (6) through (8) of this rule who is engaged in an asbestos project.

(10) "Asbestos-related occupation" has the meaning given in 75-2-502(4), MCA.

(11) "Category I nonfriable ACM" has the meaning given in 40 CFR 61.141.

(12) "Category II nonfriable ACM" has the meaning given in 40 CFR 61.141.

(13) "Clean room" means an uncontaminated room having facilities for the storage of employees' street clothing and uncontaminated materials and equipment.

(14) "Containment area" means a negative-pressure asbestos project work area and decontamination unit that is configured to isolate asbestos project activities from areas that are to remain uncontaminated.

(15) "Critical barrier" means one or more layers of plastic sealed over all openings into a work area or any other similarly placed physical barrier sufficient to prevent airborne asbestos in a work area from migrating to an adjacent area.

(16) "Decontamination area" means an enclosed area adjacent and connected to the regulated area and consisting of an equipment room, shower area, and clean room, which is used for the decontamination of workers, materials, and equipment that are contaminated with asbestos.

(17) "Demolition" has the meaning given in 40 CFR 61.141.

(18) "Department", as defined in 75-2-502(5), MCA, means the department of environmental quality, provided for in 2-15-3501.

(19) "Emergency renovation operation" has the meaning given in 40 CFR 61.141.

(20) "Encapsulation" means the treatment of regulated asbestos-containing material (RACM) with a material that surrounds or embeds asbestos fibers in an adhesive matrix to prevent the release of fibers, as the encapsulant creates a membrane over the surface (bridging encapsulant) or penetrates the material and binds its components together (penetrating encapsulant). This definition does not include the repainting of a previously painted, undamaged, nonfriable RACM surface primarily to improve the appearance of the surface.

(21) "Enclosure" has the meaning given in 40 CFR 763.83.

(22) "Equipment room (change room)" means a contaminated room located within the decontamination area that is supplied with impermeable bags or containers for the disposal of contaminated protective clothing and equipment.

(23) "Facility" has the meaning given in 40 CFR 61.141.

(24) "Friable asbestos-containing material" or "friable ACM" means any ACM that when dry may be crumbled, pulverized, or reduced to powder by hand pressure.

(25) "Glove bag" has the meaning given in 40 CFR 61.141.

(26) "Inspection" means an activity undertaken in a facility to determine the presence or location, or to assess the condition, of friable or non-friable RACM or suspected RACM, whether by visual or physical examination, or by collecting samples of the material. This term includes reinspections of friable and/or non-friable known or assumed RACM which has been previously identified. The term does not include the following:

(a) inspections performed by employees or agents of federal, state, or local government solely to determine compliance with applicable statutes or regulations; or

(b) visual inspections performed solely to determine completion of response actions.

(27) "Local education agency" or "LEA" has the meaning given in 40 CFR 763.83.

(28) "Nonfriable asbestos-containing material (nonfriable ACM)" has the meaning given in 40 CFR 61.141.

(29) "Non-occupational setting" means an environment in which the occupants are not handling, working with, or exposed to asbestos resulting from an asbestos project.

(30) "Person" has the meaning given in 75-2-502(6), MCA.

(31) "Regulated area" means an area established by an asbestos contractor or building owner to demarcate areas in which an asbestos project is being conducted, and any adjoining area where debris and waste from such asbestos work accumulate.

(32) "Regulated asbestos-containing material" or "RACM" has the meaning given in 40 CFR 61.141.

(33) "Renovation" means altering (including modifying and/or remodeling) a facility or any of its components in any way, including the stripping or removal of RACM from a facility component. Operations in which load-supporting structural members are wrecked or taken out are demolitions.

(34) "Repair" means returning damaged RACM to an undamaged condition or to an intact state so as to prevent fiber release.

(35) "Structural member" has the meaning given in 40 CFR 61.141.

(36) "Visible emissions" has the meaning given in 40 CFR 61.141.

17.74.353 APPLICABILITY -- ASBESTOS PROJECT REQUIREMENTS

(1) All asbestos projects must be performed in accordance with the requirements of the Montana Asbestos Work Practices and Procedures Manual and 40 CFR 61, subpart M, with the following exceptions:

(a) the minimum quantities of regulated asbestos-containing material (RACM) specified in 40 CFR 61.145(a)(1)(i) and (ii) and (4)(i) and (ii) do not apply; and

(b) for purposes of 40 CFR 61.145(a)(1) and (4), the minimum quantities of RACM provided in 75-2-502(3), MCA, shall apply.

(2) For purposes of this subchapter, inspections required by 40 CFR 61.145(a) must be conducted by a Montana-accredited asbestos inspector.

17.74.354 INSPECTION OF DEMOLITION AND RENOVATION

ACTIVITIES (1) Prior to any demolition or renovation of a facility, the owner or operator shall have the facility inspected for the presence of asbestos by a Montana-accredited asbestos inspector.

(2) An inspection required under this rule must be conducted in conformance with the Montana Asbestos Work Practices and Procedures Manual.

17.74.355 ASBESTOS PROJECT PERMITS (1) Pursuant to section 75-

2-511, MCA, a person may not conduct an asbestos project without a permit issued by the department or violate the conditions of the permit.

(2) The owner of the facility where an asbestos project is to be conducted, or the asbestos project contractor, shall submit to the department an application for a project permit that contains the following:

(a) a completed original Montana Asbestos Project Permit Application and NESHAP Demolition/Renovation Notification form;

(b) a description of the facility, the asbestos project to be performed, and the dates during which the asbestos project will be performed;

(c) a signed statement by the owner or the asbestos project contractor/supervisor that all work performed under authorization of the requested permit will be performed in accordance with this subchapter;

(d) a list of the asbestos project workers and contractor/supervisors who will be performing functions on the project, including their Montana accreditation identification numbers and accreditation expiration dates;

(e) the permit fee required under ARM 17.74.401;

(f) a project design prepared by an asbestos project designer. At a minimum, the asbestos project design must contain the following information:

(i) a description of the physical work area, including a drawing (not necessarily to scale), indicating the location of exhaust ventilation machines, decontamination enclosures and waste load-out area;

(ii) a description of the amount of RACM to be removed, encapsulated, enclosed, repaired, transported or disposed;

(iii) a description of how the project will shut down and lock out electric power and heating, ventilation, and air conditioning systems;

(iv) a description of precleaning and removal of objects from the work area;

(v) a schedule for sealing off all openings with critical barriers including, but not limited to, corridors, doorways, skylights, ducts, grills, diffusers, and other penetrations of the work area;

(vi) a description of containment barriers including airlocks, fire and emergency exits, and labeling procedures to be used on barriers;

(vii) a description of the worker decontamination enclosure system to be used;

(viii) a description of exhaust ventilation systems to be used;

(ix) a description of alternate methods of containment to be used, such as glove bags, removal of the entire asbestos covered pipe or structure, and

construction of mini-enclosures, which, if used, must comply with the Montana Asbestos Work Practices and Procedures Manual.

(x) a description of personal protective equipment and clothing to be worn by asbestos project workers;

(xi) a description of work practices to be followed by asbestos project workers;

(xii) a description of methods to be used to remove, encapsulate, repair or enclose RACM;

(xiii) a description of wetting agents, encapsulants and sealants to be used;

(xiv) a description of the air monitoring plan and the identity of the individual conducting the air monitoring; and

(xv) a description of the procedures to be used for transportation and disposal of RACM.

(3) If an application is deficient or incomplete, the department shall notify the applicant of the information necessary to complete the application. If the department has not received the information within its established time frame, the application will be considered withdrawn.

(4) If the dates during which an asbestos project is to be conducted change, the asbestos project contractor/supervisor or the owner of the facility shall notify the department of the change at least 24 hours prior to:

(a) implementation of the new scheduled date; or

(b) the original scheduled date, whichever comes first.

(5) Within 72 hours after any initial verbal notice to the department of a change in the dates during which an asbestos project is to be performed, the permittee shall submit a signed, original written notice of the newly-scheduled dates, using an application form provided by the department. If the new dates are substantially different from those specified in the permit, the department may require the permittee to apply for an amendment to the permit.

17.74.356 ASBESTOS PROJECT CONTROL MEASURES (1) An asbestos project contractor/supervisor shall be physically present at all times at the work site where an asbestos project is being conducted. The asbestos project contractor/supervisor shall be accessible to all asbestos project workers.

(2) Asbestos projects, including any on-site air monitoring, must comply with the requirements of the Montana Asbestos Work Practices and Procedures Manual.

(3) Upon written request, the department may approve alternate control measures that are equivalent to those required under this rule.

17.74.357 CLEARING ASBESTOS PROJECTS (1) At the conclusion of any asbestos project conducted in a facility, the owner of the facility shall sample the air to ensure that the indoor concentration of airborne fibers in a non-occupational setting for each of five samples is less than or equal to 0.01 fibers per cubic centimeter of air or 70 structures per square millimeter of filter. Clearance sampling is not required if an asbestos project in a facility has

occurred immediately prior to demolition of the entire facility, and the facility is not reoccupied prior to demolition. The five air samples must be taken in accordance with the Montana Asbestos Work Practices and Procedures Manual.

(2) The department may approve alternate work practices.

17.74.358 EMERGENCY RENOVATION OPERATION PERMITS (1) For an emergency renovation operation, as defined in 40 CFR 61.141, the asbestos project contractor or owner of the facility shall immediately notify the department by telephone or in person and submit to the department a completed application for an asbestos project permit within five working days after the initial notice.

(2) An application for an emergency renovation operation permit must include a description of the emergency renovation operation and must demonstrate that an emergency, as defined in 40 CFR 61.141, existed that prevented the asbestos project contractor or owner of the facility from applying for a permit prior to initiation of the project.

17.74.359 ANNUAL ASBESTOS PROJECT PERMITS (1) An annual asbestos project permit authorizes a facility to conduct asbestos projects within the confines of the facility's controlled area during the period for which the permit is in force.

(2) The owner or operator of a facility may apply to the department for an annual asbestos project permit if the facility:

- (a) continuously employs asbestos project workers; or
- (b) continuously contracts with outside contractors to perform asbestos projects for the facility; and
- (c) maintains an asbestos health and safety program that incorporates standard operating procedures for employees involved in asbestos projects in accordance with the Montana Asbestos Work Practices and Procedures Manual.

(3) An owner or operator conducting asbestos projects under an annual permit shall comply with all requirements pertaining to asbestos project notification.

(4) The owner or operator of a facility applying for an annual asbestos project permit shall submit to the department:

- (a) the fee required under ARM 17.74.401;
- (b) a copy of the facility's written health and safety program on asbestos; and
- (c) a completed application on a form provided by the department, including:
 - (i) a description of the structure and the asbestos work to be performed;
 - (ii) the name(s) and address(es) of any outside contractor or contractors who will be performing asbestos projects at the facility under the permit;
 - (iii) a signed statement that all work performed under the permit will be performed in accordance with this subchapter;
 - (iv) a signed statement that all work will be performed by persons accredited by the department; and

(v) a signed statement that removed RACM will be disposed of at an approved asbestos disposal facility and the name and location of the disposal facility.

(5) A facility owner or operator may apply annually for renewal of an annual permit.

(a) An application for renewal need address in detail only the portions of the permit application that require revision, updating, supplementation, or deletion, and may reference any required information that has been previously submitted.

17.74.360 RECORDKEEPING (1) Records of asbestos projects that are being, or have been, conducted must be retained for at least 30 years and made available to the department upon request.

(2) Records must be retained and made available to the department by:

(a) the asbestos project contractor/supervisor for the project; or

(b) the owner of the facility in which the project is being or has been conducted if the owner is accredited by the department and is conducting the project without a contractor/supervisor.

(3) Records of asbestos projects must include, but are not limited to, the following:

(a) the name, address, and accreditation identification number of the person who supervised each asbestos project, and of each person who worked on the project;

(b) the location and description of each project and the amount of RACM that was enclosed, removed, repaired, encapsulated, or placed in new construction;

(c) the starting and completion dates of each instance of enclosure, removal, repair, encapsulation, or placement in new construction;

(d) the name and address of each facility where waste RACM was deposited for disposal. Holders of annual permits are not required to maintain records designating where wastes from specific asbestos projects are deposited, but holders of annual permits shall maintain records of each shipment of RACM;

(e) a receipt from each disposal facility indicating the amount of RACM deposited at the site and the date of the deposit; and

(f) the transportation manifest records indicating the amount of RACM transported to each approved asbestos disposal facility and the name and location of each facility.

17.74.361 DEPARTMENT INSPECTIONS (1) The owner of the facility where an asbestos project is being or was conducted, or a person conducting or in charge of an asbestos project shall:

(a) afford the department, at all reasonable times, the opportunity to inspect the project site;

(b) upon request, make records maintained pursuant to this subchapter available to the department for inspection and copying;

(c) allow department inspectors to consult privately with asbestos project

workers concerning occupational exposure to asbestos and other matters related to the applicable provisions of this subchapter, to the extent necessary for an effective and thorough inspection; and

(d) maintain proof of accreditation and photo identification of all persons involved in the asbestos project. These documents must be available at the project site for the duration of the project and must be made available to the department upon request.

17.74.362 ACCREDITATION REQUIREMENTS FOR ASBESTOS-RELATED OCCUPATIONS (1) Pursuant to section 75-2-511, MCA, a person may not:

(a) engage in an asbestos-related occupation unless accredited in that occupation by the department; or

(b) contract with or employ in an asbestos-related occupation a person not accredited in that occupation by the department.

(2) A person seeking initial accreditation in an asbestos-related occupation shall:

(a) successfully complete either a training course approved by the department pursuant to this subchapter, or a course approved by the U. S. environmental protection agency and shall pass an examination approved by the department; and

(b) submit to the department a completed application form provided by the department, with the fee required in ARM 17.74.402 and a copy of a certificate of satisfactory completion from the course approved for that occupation.

(3) The department may deny, suspend or revoke accreditation of a person pursuant to 75-2-515, MCA.

17.74.363 RENEWAL OF ACCREDITATION (1) A person may not engage in an asbestos-related occupation after the expiration of accreditation until accreditation is renewed.

(2) Accreditation for each asbestos-related occupation may be renewed annually on or before the expiration date of accreditation by submitting to the department a completed application on a form provided by the department, a certificate of satisfactory completion of a department approved refresher course, and the appropriate fee.

(3) An applicant for renewal of accreditation in an asbestos-related occupation, except asbestos project inspector, shall attend a one-day refresher course approved by the department or EPA for that specific occupation.

(4) For renewal of accreditation as an asbestos project inspector, a person shall attend a half-day refresher course approved by the department or EPA.

(5) Asbestos project management planners shall attend the half-day asbestos inspector refresher course plus an additional half-day refresher course on asbestos project management planning approved by the department or EPA.

(6) If a person does not apply for renewal of accreditation within two years

following the expiration of accreditation, the person must obtain accreditation under ARM 17.74.362 to engage in an asbestos-related occupation.

(7) An applicant for renewal of accreditation as instructor shall attend a refresher course:

- (a) taught by another instructor; or
- (b) taught by the instructor with 3 or more students.

17.74.364 TRAINING PROVIDER REQUIREMENTS (1) Pursuant to 75-2-511, MCA, a person may not offer a training course in Montana for accreditation of persons in any asbestos-related occupation unless the department has approved the course.

(2) The department shall approve a training course if it meets the requirements listed in arm 17.74.365.

(3) For department approval of a training course, instructors' qualifications must include:

- (a) significant academic and/or field experience in asbestos control; and
 - (b) current accreditation in the course(s) they teach.
- (i) A training provider who is accredited as a contractor/supervisor may teach the asbestos project worker course without current accreditation as an asbestos project worker.

(4) Except for the asbestos project worker course and the refresher courses, at least two approved instructors shall conduct all training courses.

(5) All training course materials and examinations must be submitted to the department for approval. A person may apply for approval of a training course by submitting all of the following to the department at least 45 calendar days prior to the proposed date of course presentation:

- (a) a completed written application on a form provided by the department;
- (b) a curriculum that includes the course topics specified in this subchapter;
- (c) a copy of the course examination and all course materials (written and visual);
- (d) a copy of the certification of satisfactory completion to be used for certification at the end of the course;
- (e) a list of the instructors who will teach the course and documentation of the instructors' qualifications, which must include significant academic and/or field experience in asbestos control;
- (f) a description of hands-on training to be provided in the course;
- (g) a course schedule indicating the time allotted and the instructor for each subject;
- (h) the appropriate fee for approval of the course, specified in ARM 17.74.403; and
- (i) documentation of EPA course approval if the course has been approved by EPA pursuant to 15 USC 2643.

(6) At least 10 working days before a course commences, the person providing the training course shall notify the department of the dates, time, and location of the course.

(7) The department must be notified in advance of any proposed changes in the content of training courses, examinations, or instructors. The department shall approve or deny any proposed changes in training course or examination contents or change in instructor(s) prior to approving the course or examination.

(8) The department may audit an approved training course and examination and may audit a training course following any change in the course.

(9) Following an audit conducted under this rule, the course provider shall pay the audit fee specified in ARM 17.74.404.

(10) Department personnel may audit any training course offered for accreditation in an asbestos-related occupation without paying tuition or the cost of materials.

17.74.365 TRAINING COURSE REQUIREMENTS (1) A training course for accreditation as an asbestos project worker must meet the requirements of 40 CFR 763, subpart E, Appendix C, section B.1, Workers.

(2) A training course for accreditation as an asbestos project contractor/supervisor must meet the requirements of 40 CFR 763, subpart E, Appendix C, section B.2, Contractor/Supervisors.

(3) A training course for accreditation as an asbestos project inspector must meet the requirements of 40 CFR 763, subpart E, Appendix C, section B.3, Inspector.

(4) A training course for accreditation as an asbestos project management planner must meet the requirements of 40 CFR 763, subpart E, Appendix C, section B.4, Management Planner.

(5) A training course for accreditation as an asbestos project designer must meet the requirements of 40 CFR 763, subpart E, Appendix C, section B.5, Project Designer.

(6) For purposes of this rule, the phrase "public and commercial building" has the meaning given in the definition of "facility" at ARM 17.74.352(23).

17.74.366 TRAINING COURSE EXAMINATIONS (1) The following requirements apply to asbestos-related occupation accreditation training course examinations:

(a) For asbestos project worker, asbestos inspector, and asbestos project management planner training courses, the examination must include 50 multiple choice questions with a passing score of at least 70%; and

(b) For asbestos project contractor/supervisor and asbestos project designer courses, the examination must include 100 multiple choice questions with a passing score of at least 70%.

(2) All examinations must be closed book.

17.74.367 REFRESHER COURSES (1) A person may not offer a refresher course for renewal of accreditation under ARM 17.74.363 unless the department has approved the course.

(2) Refresher courses must relate to a particular asbestos-related occupation and must include review of changes in federal and state regulations,

developments in state-of-the-art procedures, and key aspects of the initial training course.

(3) For department approval of a refresher course, a person shall submit to the department a completed application on a form provided by the department and the fee specified in ARM 17.74.403. The application must include:

- (i) a description of the subject matter to be taught in the refresher course;
- (ii) the materials to be used;
- (iii) a description and example of the numbered certificates to be issued to students who successfully complete the course;
- (iv) the names of the instructors who will teach the course; and
- (v) a description of the instructors' qualifications, which must include academic and/or field experience in asbestos control.

17.74.368 TRAINING COURSE AND REFRESHER COURSE
CERTIFICATE AND RECORDKEEPING REQUIREMENTS

(1) A person providing a training course for accreditation in an asbestos-related occupation shall provide a certificate to all persons who successfully complete the course and the examination. The certificate must be numbered and include:

- (a) the asbestos-related occupation course completed;
- (b) the course participant's name and address;
- (c) the date of the examination;
- (d) the signature of at least one course instructor;
- (e) the inclusive dates of the course;
- (f) the name, address, and telephone number of the training provider who issued the certificate;
- (g) the name and address of the agency that approved the course;
- (h) a statement that the person receiving the certificate has completed the training required for accreditation under this subchapter.
- (i) a statement that the trainee, by name, has successfully passed the examination for the course; and
- (j) an accreditation expiration date of one year after the date upon which the person successfully completed the course and examination.

(2) A person providing a training course for accreditation or a refresher course for renewal of accreditation in an asbestos-related occupation shall retain:

- (a) copies of all training course materials used, including student manuals, instructor notebooks, and handouts;
- (b) copies of all documents relating to that training course or refresher course issued to that person by the department;
- (c) records that identify the instructors;
- (d) records of the examinations, including:
 - (i) the date of the examination;
 - (ii) the name of the training course;
 - (iii) the name of the person who proctored the examination;
 - (iv) the name of each person taking the examination;
 - (v) each trainee's examination score; and
 - (vi) a copy of the examination.

- (e) records of all persons who have been awarded certificates, including:
 - (i) their names and certificate numbers;
 - (ii) their certified asbestos-related occupations;
 - (iii) the dates of their training;
 - (iv) the expiration dates of accreditation; and
 - (v) the training location.
- (3) A training course provider shall maintain all records required under this rule for at least three years.
- (4) A training course provider shall provide EPA and the department with reasonable access to all training records upon request.